



## BUILDING PERMIT APPLICATION WORKSHEET

Liberty Lake Planning & Community Development  
 22710 E. Country Vista Blvd., Liberty Lake WA 99019  
 Phone: (509) 755-6707 Fax: (509) 755 6713  
 Website: www.libertylakewa.gov

### OWNER / APPLICANT INFORMATION

<b>Owner:</b> Phone: Fax:	<b>Applicant:</b> Phone: Fax:
Mailing Address:	Mailing Address:
City, State, Zip:	City, State, Zip:
<b>Contractor:</b> Phone: Fax:	<b>Architect/Engineer:</b> Phone: Fax:
Mailing Address:	Mailing Address:
City, State, Zip:	City, State, Zip:
WA State Contractor License:	<b>Project Contact Name:</b>
Contractor UBI Number:	<b>Project Contact Phone:</b>
Subcontractor:	UBI Number:
<i>If you are using more than 1 subcontractor on the project or the subcontractors are unknown at this time, please supply a complete list of the subcontractors with their UBI Numbers at time of permit pickup for proper sales tax processing.</i>	
<i>All businesses who are located in or perform work in the City of Liberty Lake must have a current City Business License</i>	
Do you have a current City of Liberty Lake Business License:    Yes    No	License Number:
<b>Has the project been reviewed &amp; approved by a Homeowners Assoc. / Development Design Review Committee?</b> (Please circle one)      Not Applicable      Yes      No      Applicant Initials:	

<b>Property Owner's Signature (REQUIRED)</b>	<b>Printed Name</b>	<b>Date</b>
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<b>Applicant's Signature (REQUIRED)</b>	<b>Printed Name</b>	<b>Date</b>
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### SITE SPECIFIC INFORMATION

Street Address:		Assessor's Tax Parcel:	
Legal Description:		Section:	Township:
or Lot:	Block:	Subdivision:	Range:
Project Description:		Estimated Value:	
Single Family Res.	Multi-Family Res.	Manufactured Home	Commercial / Industrial
Basement Finish	Grading	Addition / Alteration	Tenant Improvement (New / Changes)
Fire Suppression	Deck	Accessory Structure	Other:

### ADDITIONAL SITE INFORMATION

Are there existing structures on the property? Yes / No	What is the current property size? (sq. feet or acres)
Is the property within a 100-year flood plan? Yes / No	Is the property within 250 feet of a shoreline? Yes / No
Are there any wetlands, streams or ponds within 200 feet of the property? Yes / No	Is there evidence of fill or excavation on the property? Yes / No
Is the property in a wildlife habitat area? Yes / No	What is the current use of this property?
Is the site served by a septic system? Yes / No	Are or will there be wells located on the property? Yes / No
Are there slopes greater than 30% on the property (30 ft. rise in 100 ft.)? Yes / No (_____%)	Are critical or hazardous materials used or stored on site? Yes / No

### SPECIFIC PROJECT INFORMATION

<b>Manufactured Home</b>	Width:	Length:	Year:
State Approved? Yes / No	Number of Sections:	Make & Model:	State Approved? Yes / No
<b>Fire Safety</b>	Value:		
Fire Sprinkler / Paint Booth / Fireworks Display / Tent / Fire Alarm			
<b>Relocation</b>	Previous Address:		Proposed Use:
<b>Multi-Family Residential</b>	# of Units:	# of Stories:	Site Zoning: Adjacent Zoning:
<b>Special Inspections?</b>	Firm:	Phone:	Inspectors:
Concrete / Welding / Bolting / Reinforcement / Other:			

### BUILDING INFORMATION (P&CD DEPT. OFFICE USE ONLY)

# of Stories:	Peak Height:	Total Habitable Space (sq. ft.):	
Main Floor Sq. Ft.:	Upper Floor Sq. Ft.:	Lower Floor Sq. Ft.:	Other Floor Sq. Ft.:
Fin. Basement Sq. Ft.:	Unfin. Basement Sq. Ft.:	Deck Sq. Ft.:	Covered Deck Sq. Ft.:
Garage Sq. Ft.:	Acc. Structure Sq. Ft.:	Occupancy Group:	Construction Type:
Occupant Load:	Heat Source: Gas / Electric / Other:		Sprinklers: Yes No
Water Purveyor:	Sewer Purveyor:	Fire District:	School District:
Front Setback:	Rear Setback	Right Side Setback:	Left Side Setback:
Lot Coverage %:	Road Width:	Designated Stormwater Control Area? Yes / No	Other Mitigation / Impact Fee Area:

<b>PROJECT VALUE:</b>	<b>Building Permit Fee</b>	
<b>Processing Fee Paid Prior:</b>	<b>Receipt #:</b>	<b>Plan Review Fee</b>
<i>Date Received &amp; P&amp;CD Staff Initials</i>	<b>22% City Surcharge</b>	
	<b>Harvard Rd. Mitigation Fee</b>	
	<b>SBCC Fee</b>	
	<b>Mechanical Permit Fee</b>	
	<b>Plumbing Permit Fee</b>	
	<b>Other Fees:</b>	
	<b>Total Permit Fees Due</b>	